



Facilities and Engineering/Environmental Health and Safety Newsletter

Safety Office: (843) 953-4816, 953-6945/Radio: Channel 1 #98 or #99

Date: November 12, 2018

Safety Counter

10 Days Since Last Recordable

(Shoulder Strain – HVAC 11/02/18)

(Last injury – Slip, trip waxed floor Public
Safety 10/30/2018)

Safety Stats - 2018

| | |
|-----|------------------------------------|
| 6 | YTD Campus Recordable Injuries |
| 2.1 | RIR Rate (Target: 0.00) |
| 11 | YTD First Aids & Report Only |
| 1.9 | NCAIS Educational Institution Avg. |

Days Since Last OSHA Recordable

| | |
|--------|------------------------------|
| 538 | Zone Maintenance |
| 10 | HVAC |
| 192 | Grounds |
| >1,095 | Paint Shop |
| >1,095 | Electrical Shop |
| >1,095 | Motor Pool |
| >1,095 | Carpenter Shop |
| 582 | Machine/Plumbing Shop |
| 332 | All Other Campus Departments |



MASS NOTIFICATION SYSTEM (MNS)

The Citadel is currently seeking proposals regarding the installation of a Mass Notification System (Giant Voice) on campus. A Mass Notification System is a platform that sends one-way messages to inform staff, faculty and cadets (students) and the public of an emergency. These messages can inform the groups of severe weather, campus emergencies – including but not limited to an active shooter, and other important type messages.

Based on the current design and proposal, the entire footprint of campus will be covered by 16 and 32 speaker arrays strategically located across campus along with the system tied into the voice activated fire alarm system in some existing buildings and included in all new construction.

One 16-speaker array system was testing on the top of PT Barracks with relatively positive results. There will be up to 3 or 4 speaker array systems installed throughout campus.

For questions, please don't hesitate contacting the EHS Department located in the Facilities and Engineering Compound.



Link to Safety Alerts <http://www.citadel.edu/root/safety-alerts>

Link to Safety Newsletters <http://www.citadel.edu/root/citadel-safety-newsletters>

Campus AED Locations: http://www.citadel.edu/root/images/environmental_health-safety/campus-aed-map.pdf

DID YOU KNOW

- Electrical malfunctions (14%), carelessness or other unintentional actions (14%) and open flames (13%) are the leading causes of the larger, non-confined Thanksgiving Day fires in residential buildings.
- The top uses for smartphone and tablet devices during Thanksgiving travel include: 80% checking the weather, 51% researching restaurants, 51% GPS navigation, 5% checking the status of a flight.
- Within the last few years, 38% will spend more on Thanksgiving travel, 46% will spend the same amount of time and 10% will spend less. Among those traveling, 46% will spend \$500 or less on their Thanksgiving travel.
- 47% of travelers say rising airfares and package fees impacted their Thanksgiving travel – 41% booked flights early, 35% will drive to their destination instead of fly, 3% wait for prices to be reduced.
- Few years ago 254 million turkeys were raised and roughly 2% increase year-over-year.

Travel Tips for Thanksgiving

- **Plan ahead** – know where you are going and how you are going to get there. Download the latest GPS data or obtain new maps.
- **Don't Post News That You Are Out of Town** – particularly not online or social networks which are open to the public.
- **Lower The Volume on Your Telephone Ringer** – if you still have a landline, there is no need to imply you are away with the chiming of repeated rings.
- **Leave Your Keys and Responsibilities with A Trusted Neighbor or Friend** – have them pick up the mail and deliveries and occasionally move your parked car. Do not hide your keys outside.
- **Secure Doors and Windows** – eliminate ladders or house hugging tree limbs to make sure there is no easy access to upstairs windows.
- **Operate Lights with a Timer** – so there is something always lit at night.

What constitutes an OSHA recordable injury?

In order for an injury or illness to be recordable, it must be work-related. An injury is considered work-related if an event or exposure in the workplace caused or contributed or significantly aggravated a pre-existing condition.

Generally, a recordable injury or illness under OSHA is defined as one that requires medical treatment beyond first aid, as well as one that causes death, days away from work, restricted workdays, and transfer to another job or loss of consciousness.

Smoke Alarms at Home

Smoke alarms are a key part of a home fire escape plan when there is a fire and smoke spreads fast. Working smoke alarms give you early warning so you can get outside quickly.

- Install smoke alarms in every bedroom. They should be outside each sleeping area and on every level of the home. Install alarms in the basement.
- It is best to use interconnected smoke alarms. When one smoke alarm sounds, they all sound.
- Test all smoke alarms at least once a month. Press the test button to be sure the alarm is working.
- A smoke alarm should be on the ceiling or high on a wall. Keep smoke alarms away from the kitchen to avoid false alarms. They should be at least 10 feet from the stove.
- Individuals who are hard-of-hearing or deaf can use special alarms with strobe lights or bed shakers.
- Replace all smoke alarms when they are 10 years old.
- Replace batteries once per year typically around time change in the fall.
- Large homes may need extra smoke alarms.
- Current alarms on the market employ different types of technology including multi-sensing, which could include smoke and carbon monoxide combined.

2018 Fire Safety Theme

LOOK, LISTEN, LEARN

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Autumn Health and Safety Tips

Follow these tips to help you and your family stay safe and healthy this autumn!

Keep your kids safe and healthy.

Get involved with your kids' activities at home and at school to help ensure they are safe and healthy.

Take steps to prevent the flu.

The single best way to protect against the flu is to get vaccinated each year in the fall. Cover your nose and mouth with a tissue when you cough or sneeze. Wash your hands often. Stay home if you get sick.

Get smart about antibiotics.

Antibiotics can cure bacterial infections, but not viral infections. The common cold and the flu are viral infections, so avoid using antibiotics if you have one of these. Using antibiotics when they are not needed causes some bacteria to become resistant to the antibiotic, and therefore stronger and harder to kill. See your doctor or nurse to find out if your illness is bacterial or viral.

Have a safe and healthy Halloween.

Make Halloween festivities fun, safe, and healthy for trick-or-treaters and party guests.

Test and replace batteries.

Check or replace carbon monoxide batteries twice a year when you change the time on your clocks each spring and fall. Replace smoke alarm alkaline batteries at least once a year. Test alarms every month to ensure they work properly.

Keep food safe.

Food is center stage during the holidays. Be sure to keep it safe by following basic food safety steps. Clean hands and surfaces often. Separate foods to avoid cross-contamination. Cook to proper temperatures. Chill promptly.

Learn your family history.

National Family History Day is observed on Thanksgiving Day. Over the holiday or at another family gathering, talk about and write down the health conditions that run in your family. Learning about your family's health history can help you take steps to ensure a longer, healthier future together.

Be prepared for cold weather.

Exposure to cold temperatures can cause serious health problems. Infants and the elderly are

particularly at risk, but anyone can be affected. Know how to prevent health problems and what to do if a cold-weather emergency arises. Remember that using space heaters and fireplaces can increase the risk of household fires and carbon monoxide poisoning.

Don't drink and drive.

Alcohol use impairs skills needed to drive a car safely. It slows reaction time and impairs judgment and coordination. Alcohol-related motor vehicle crashes kill someone every 31 minutes and non-fatally injure someone every two minutes. Don't drink and drive, and don't let others drink and drive.



Wash your hands.

Keeping hands clean is one of the most important steps you can take to avoid getting sick and spreading germs to others. It's best to wash your hands with soap and clean running water for 20 seconds. If that's not possible, use alcohol-based hand rubs.

For more information, visit:

www.cdc.gov/family/autumn/index.htm

U.S. Department of Health and Human Services
Centers for Disease Control and Prevention
Office of Women's Health

C0207441

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WHAT TO DO IN CASE OF FIRE OR EMERGENCY IN A CAMPUS BUILDING...

1. Numbers to call in case of a fire or emergency:

- | | |
|--|--|
| A. From a campus (VOIP) phone | B. From a cell phone |
| - 953-5114 (Citadel Public Safety) | - 811 (Citadel Public Safety) |
| - 843-953-5114 (Citadel Public Safety) | - 911 (Charleston 911 Dispatch Center) |

2. Give the following information:

- | | |
|---------------------------------------|---|
| A. Name | D. Nature of emergency (What is the situation?) |
| B. Phone Number (Preferably a cell #) | E. Number of Injured |
| C. Location (Bldg, Room #) | F. Nature of Injuries (How/what is injured?) |

DO NOT hang up until told to do so.

3. **ALL PERSONNEL MUST EVACUATE** the building when a fire alarm is sounding. **NO EXCEPTIONS!**

4. Know multiple routes out of your building. DO NOT use an elevator in the event of a fire or emergency.

5. Know where your fire extinguishers are located and what types of extinguishers are available.

6. Only attempt to extinguish a fire if you deem it safe enough and small enough. If in doubt, evacuate.

7. Know where the closest fire alarm pull station is located. Most are located near an exit or door to a stairwell.

8. Consider your co-workers. Provide additional help evacuating to those in need, i.e. injured, handicapped, and elderly.

9. Know where your muster points are located. All facilities should have a primary and alternate muster point to assemble and complete accountability of all faculty, staff and students. Muster points should be far enough away from the building to avoid impeding emergency response vehicles. Primary and alternate muster points should be located away from each other in case one is impacted by smoke, gases, etc.

10. Notify emergency responders of anyone that may still be left in the building and where they may be located.

11. **DO NOT RE-ENTER THE BUILDING** for any reason. Only re-enter the building after being given the **"ALL CLEAR"** by Public Safety and alarms have been silenced.

12. Close all doors in office, administrative and educational buildings after rooms have been evacuated. This is especially important if the room is on fire. Closed doors will help to compartmentalize the building and reduce the spread of fire.

13. Barracks doors will be left open with lights on after evacuation unless the room in question is on fire. That door will be closed. Barracks doors left open are to help assist in the evacuation and accountability process.

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Thanksgiving Holidays

B T G D S G A T D Y R B Q M H
F R H R R Y N O R C A K G A R
Q A B J E P T V Y T R N N X P
E V N D V K I E M X I D N Z E
R E Y L O Z B O F F W L Z Y Y
R L X O T C I I F A Q P W S T
W E Q C F B O U S C S R S J Q
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S U U R L S I L V V M V Q Q P
J L R T F N C K B U M O X S F
F L N K G P S E I R E T T A B
U A T G E W E E L Y S D M G T
V I L D B Y W E E Z P I F U O
D N E I R F V S D Q L E Z W Y
I I I H O L I D A Y S C I I S

ANTIBIOTICS
DEEPLYER
FRIEND
LEFTOVERS
TRAVEL

BATTERIES
FAMILY
HANDWASHING
SAFETY
TURKEY

COLD
FLU
HOLIDAYS
STUFFING

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